

DD/A Registry

File Security-5

Security Inspection Program

John F. Blake  
Deputy Director for Administration  
7D 24 Hqs

DDA78-3438

5454

30 August 1978

Director of Central  
Intelligence  
7D 5607 Hqs

Stan:

Would appreciate your signing  
the attached notice soonest.

Deputy Director for  
Administration  
7D 24 Hqs

  
John F. Blake

Att

Distribution:

Orig RS - DCI

1 - DDCI

1 - ER

☒ - DDA Subj

1 - DDA Chrono

1 - JFB Chrono

DDA:JFBBlake:kmg (30 Aug 78)

Approved For Release 2001/03/22 : CIA-RDP81-00142R000700020005-1  
SECURITY

30 August 1978

### SECURITY INSPECTION PROGRAM

1. I would like to enlist your cooperation in a new security procedure which, after much thought, I have decided is necessary in order to effect better handling and transport of classified material. Starting on 1 September 1978, the Federal Protective Officers (FPO's) who protect our buildings will initiate a 24-hour-a-day briefcase, handbag and package inspection program. Virtually all personnel departing Agency buildings will be required to open these items for inspection by the FPO's. The only exceptions will be personnel who are official and documented couriers, personnel designated and documented as Component Document Control Officers (CDCO's), and, finally, personnel issued temporary authorization and documentation by their CDCO's permitting them to transport classified material. The identification and briefing of CDCO's is now underway.

2. Any unauthorized attempt to remove classified material from an Agency building will be reported by the FPO's to the Office of Security for investigation and appropriate action.

3. The following notice will be conspicuously posted at every entrance to our buildings:

"Unauthorized removal of classified documents from this building is prohibited. All packages, briefcases, handbags, and other containers brought into, while on, or being removed from the property are subject to inspection. Entry of this facility beyond the Federal Protective Officer stations signifies your consent to such inspections."

4. I realize that some delays in exiting our buildings will occur, particularly during the first few days of this program. Your cooperation will be necessary to make the new procedure work smoothly. Delays can be minimized by reducing the carrying of briefcases and packages to an absolute minimum. In those cases where their use is found necessary, they should be open and ready for inspection prior to confronting the FPO. I appreciate your help.

*Signed*

Distribution:

- 0 - DCI Signature
- 1 - DDCI
- 1 - ER
- 1 - DDA *Subj*

STANSFIELD TURNER  
Director

Approved For Release 2001/03/22 : CIA-RDP81-00142R000700020005-1  
DISTRIBUTION: ALL EMPLOYEES

STATINTL

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STANFIELD TURNER  
Director

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☐ UNCLASSIFIED
 ☒ INTERNAL ONLY
 ☐ CONFIDENTIAL
 ☐ SECRET

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# ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Security Inspection Program

FROM:

John F. Blake  
Deputy Director for Administration  
7D 24 Hqs

EXTENSION

5454

NO.

DDA78-3438

DATE

30 August 1978

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Director of Central Intelligence

8/30

7

2. 7D 5607 Hqs

Stan:

Would appreciate your signing the attached notice soonest.

3. Deputy Director for Administration

4. 7D 24 Hqs

John F. Blake

Att

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Orig RS - DCI  
 1 - DDCI  
 1 - ER  
 1 - DDA